

Oregon PRIMA Board Meeting

June 17, 2021

Attendance:

President	Daedra Buntin	P	Vice President	Katie Durfee	P
Secretary	Kevin Jones	P	Treasurer	Rob Gabris	P
Past President	Jamie Iboa	P	Director	Laurie Olson	P
Director	Bonnie Robbins	P	Director	Marcus Pitts	P
Director	Steve Dobbs	P			

I. Call to Order

11:37

II. Review of Minutes:

Laurie moved to approve the May meeting minutes with one correction. Steve seconded the motion; all were in favor and the motion passed.

III. Treasurer's Report: June 2021 Board Report

Rob shared the May Treasurer's Report showing OR-PRIMA has a spreadsheet balance of \$28,242.55 at month's end and \$28,242.55 in its operating budget. Kevin moved the board approve the April Treasurer's Report. Steve seconded the motion; all were in favor and the motion passed.

IV. Business:

A. Conferences/ Educational Sessions

1. Fall Conference 2021: Salishan, for 10/5 – 10/9/21

a) Daedra emailed Paige @ Salishan, trying to connect

Daedra has a meeting scheduled for 7/21/21 with Paige and invited other Board members to join if they were interested.

2. Online education

a) June Session – Nancy Bush, 6/23/21 @ 11 am – Wildfires: Lessons Learned

No updates

b) July Session – Bonnie will be working on details regarding teleworking outside OR

No updates

B. PRIMA 21 – Virtual Event 9:03

1. How did it go?

Board members who attended thought it went well and there were some very good presentations.

2. Any suggestions for things we can do for our own event?

Ideas discussed that could work for our conference include the following:

- Some of the speakers were very good and could work well for us, however, we need to be mindful of our budget.
- Having sessions prerecorded allowed presenters to respond in real time.
- Raffle for those that complete session survey.
- Virtual playlist. Maybe tie it to a walk event.
- Sponsor creating videos during break.

C. Membership Renewal

1. Email announcement re: membership opening in July (continue at 50% rate)

Daedra will send out the announcement and we will again offer registration at the 50% rate. The default renewal period is 120 days which the Board agreed works well.

D. Sponsorships

1. Rob cleaned up the spreadsheet

Everyone has had a chance to look at the spreadsheet and the group reviewed it.

2. Discuss who we'll contact, and who will reach out

Board members reviewed the list and identified sponsor with whom they have a relationship and agreed to contact those vendors. Daedra will work on a form letter Board members can send to the vendors.

E. Risk Management Certification Program

No updates

F. StarChapter design, M series upgrade

1. Layout 2 or 3

The main difference is layout 2 has the links to pages along the left side of the page and layout 3 has them across the top. Our photos will not work well with either layout, so they will pick out stock photos from different regions around the state. The board agreed to move forward with layout 2.

2. Which logo(s)?

The board agreed to use the logo with the imbedded Oregon map outline on the website and continue using the banner logo for letterhead and other templates. The Board agreed to not implement these changes until after registration for the Fall Conference is complete and use the conference to introduce these changes. The Board agreed to hold the conference during the first week of October to maintain consistency.

G. WebinarNinja –

1. Renewal 7/15/2021, not June (anticipate \$468 annual fee)

2. Updates from 5/27 Members Only Webinar

We cannot edit within WebinarNinja, however we can download a session, edit it once it is downloaded then reupload the edited version. Also, currently the host of session has the same level of control as an attendee, but they will consider giving them more control in the future.

H. Board vacancies coming this fall

- 1. Need to email members to see if there is interest as Laurie & Jamie will be happy to stay on the board, but want to give other members an opportunity**
Daedra will communicate this with membership in an upcoming email.

Email items

None

V. Other business?

VI. Future Meetings: 7/8/21, 8/12/21, 9/9/21

VII. Adjourn

12:43